



## **What do state officers do for Montana HOSA?**

- Represent the state at National Events as voting delegates, flag bearers and courtesy corps members
- Assist in planning Fall Leadership Conference
- Assist in planning State Leadership Conference
- Attend industry events as HOSA representatives
- Meet with the Governor on behalf of HOSA
- Help recruit new HOSA members
- Select State Service Project
- Write articles for National HOSA newsletter

**If this sounds like a leadership activity you would like to be involved in, read through the following State Officer Materials and build your Leadership Skills while having fun!**

**State Officers are generally juniors or seniors and must be HOSA members affiliated with a chapter.**

**Please notify your chapter advisor of your intentions as they will be responsible for submitting paperwork and subsequent travel.**

**Deadline for Applications:  
Monday, March 2, 2009 @ 5 PM**

Please mail or FAX your application to  
Renee Harris, HOSA State Advisor  
Office of Public Instruction  
PO Box 202501  
Helena, MT 59620-2501  
FAX: 406-444-1373

## **MONTANA STATE HOSA OFFICER EXPECTATIONS**

*The following are guidelines and expectations for the Montana State HOSA officers. Please make sure that you are able to fulfill your obligation before you apply for office. If you are not able to fulfill your obligation once elected, you may be removed from office.*

1. All newly elected Montana State HOSA officers will attend a mandatory meeting with the State Advisor during the last day of State Leadership Conference. This short meeting will allow the new officers to meet each other and learn their roles and responsibilities for the coming year. A tentative calendar of events will be presented and arrangements for Leadership Training and National Leadership Conference will be discussed.
2. All Montana State HOSA officers are required to attend Leadership Training sponsored by the Montana CTSOs. It is generally held the second Thursday, Friday and Saturday in June with the location to be announced. There is no training cost to the student officer. However, the student must have an advisor or parent drive them to and from Leadership Training. Travel for advisors or parents will be reimbursed. Meals will be reimbursed during travel at the following rates: Breakfast \$5.00 (Before 6:30 AM); lunch \$6.00; dinner \$12.00 (if arriving home after 7 PM). You may choose to attend National HOSA Leadership training instead; see #4 below.
3. The National Leadership Conference (NLC) will be held June 24-27, 2009 in Nashville, Tennessee. The new state officer training at NLC is generally the Monday before NLC begins. HOSA state officers are not required to attend the national convention, but it is highly recommended. If you choose to attend, you are responsible for raising the money necessary for airfare, lodging and meals—your Leadership Training and Registration (total of \$150.00) will be paid by MT HOSA. The officers will attend the leadership training sessions and serve as voting delegates, flag bearers, and participate in awards given to MT HOSA—in addition to any events they are competing in. (HOSA Bowl might be a conflict)
4. National HOSA also offers Washington Leadership Academy in Washington D.C. during the month of September, but you are not required to attend. All officers are welcome, but each officer is responsible for the cost of registration, airfare, and lodging while at WLA, and must be accompanied by your chapter advisor or parent. (Approximate costs: Registration (student and advisor) \$395 each; Airfare \$500-700; lodging \$190/night for three nights, which can be divided by sharing rooms with other officers).
5. The newly elected state officer will be given an official HOSA uniform to use for the duration of their term in office during the Leadership Training in June. The uniform is to be worn at all official HOSA activities. Upon returning from HOSA State Leadership Conference the following spring, officers are responsible for dry cleaning their uniforms and returning them to their chapter advisor. Special arrangements may be made for state officers attending NLC after their term ends.
6. The state officer should fulfill his/her obligation to Montana State HOSA and serve as a role model to other HOSA members. Failure to join HOSA and remain active in your local chapters, follow through on assignments, breaking the code of conduct, or not attending meetings may result in dismissal.
7. Offices include President, Vice-president, Secretary, Treasurer, and Public Relations officer. Students will be slated for offices based on their interviews at the Business Meeting during SLC and elected by the voting delegates.

I have read and agree to the expectations of a Montana HOSA State Officer, signed

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Officer Candidate

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Chapter Advisor

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Date

**RECOMMENDATION/PERMISSION FOR THE STUDENT TO SEEK A POSITION AS A  
MONTANA STATE HOSA OFFICER**

**Candidate's name:** \_\_\_\_\_

**Office sought:** \_\_\_\_\_

I am familiar with the HOSA Officer Expectations and Code of Conduct and will perform my duties as a Montana State HOSA Officer to the best of my abilities, abiding by my contract with the state.

Candidate's signature: \_\_\_\_\_ Date: \_\_\_\_\_

I approve of my student's candidacy for a position as a Montana State HOSA officer and will support my child in his/her endeavors, realizing my student will need to be driven in order to fulfill obligations.

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

I support the student in their bid for state office and understand my responsibilities in this pursuit. I acknowledge the student has been an active member of HOSA and has abided by the Code of Conduct when participating in chapter activities.

Advisor's signature: \_\_\_\_\_ Date: \_\_\_\_\_

I support the student in their bid for a state officer position in Montana State HOSA, a leadership organization recognized and sponsored by the Montana Office of Public Instruction.

Principal's signature: \_\_\_\_\_ Date: \_\_\_\_\_

## MONTANA STATE HOSA STATE OFFICER APPLICATION

Name: \_\_\_\_\_

Complete mailing address: \_\_\_\_\_

\_\_\_\_\_

Phone number: \_\_\_\_\_

Current Chapter Affiliation: \_\_\_\_\_

Health Science or Technology class enrolled in for Spring of 2009:

\_\_\_\_\_

Current GPA: \_\_\_\_\_

Year in School: \_\_\_\_\_

### **Candidate information:**

1. HOSA Chapter offices/positions held

2. School Activities

3. Honors or Awards Received

4. Community Service Activities

5. Other Leadership positions held

**Continue to next page please**

**ESSAY: MY MOST INFLUENTIAL EXPERIENCE (ONE PAGE ONLY)**

## VERIFICATION OF INVOLVEMENT WITH HOSA

**When you have completed an activity, ask your chapter advisor to initial it in the space to the right of the skills/tasks completed.**

### **Leadership Development**

1. Attended three (3) HOSA chapter meetings on the following dates:

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2. Participated in two chapter activities. Identify the activities.

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3. Served on a chapter committee or participated in a fundraiser. Identify the committee/fundraiser.

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4. Recited the HOSA Motto and explained its meaning.

5. Recited the HOSA Creed

6. Identify the HOSA colors and explain significance of each.

7. Describe the HOSA emblem and explain the meaning of each part.